

# SEED LAB NEWS

*SPECIAL EDITION: Idaho Seed Dealer's License Renewal*



## IDAHO SEED DEALER'S LICENSE

RENEW BY JULY 1, 2021

Welcome and congratulations to our new Idaho Seed Dealers! Should you have an Idaho State Seed Dealer's License?

YES if you are:

An in or an out-of-state seed dealer who conditions/cleans, labels, or sells seed

You are EXEMPT if:

1. You are an in-state producer selling your own crop or
2. Your annual gross seed sales do not exceed \$500 or
3. You sell seed packages less than 8 oz

Exempt dealers should renew exempt status annually.

CLICK  
HERE

NEW APPLICANT  
or RENEWAL

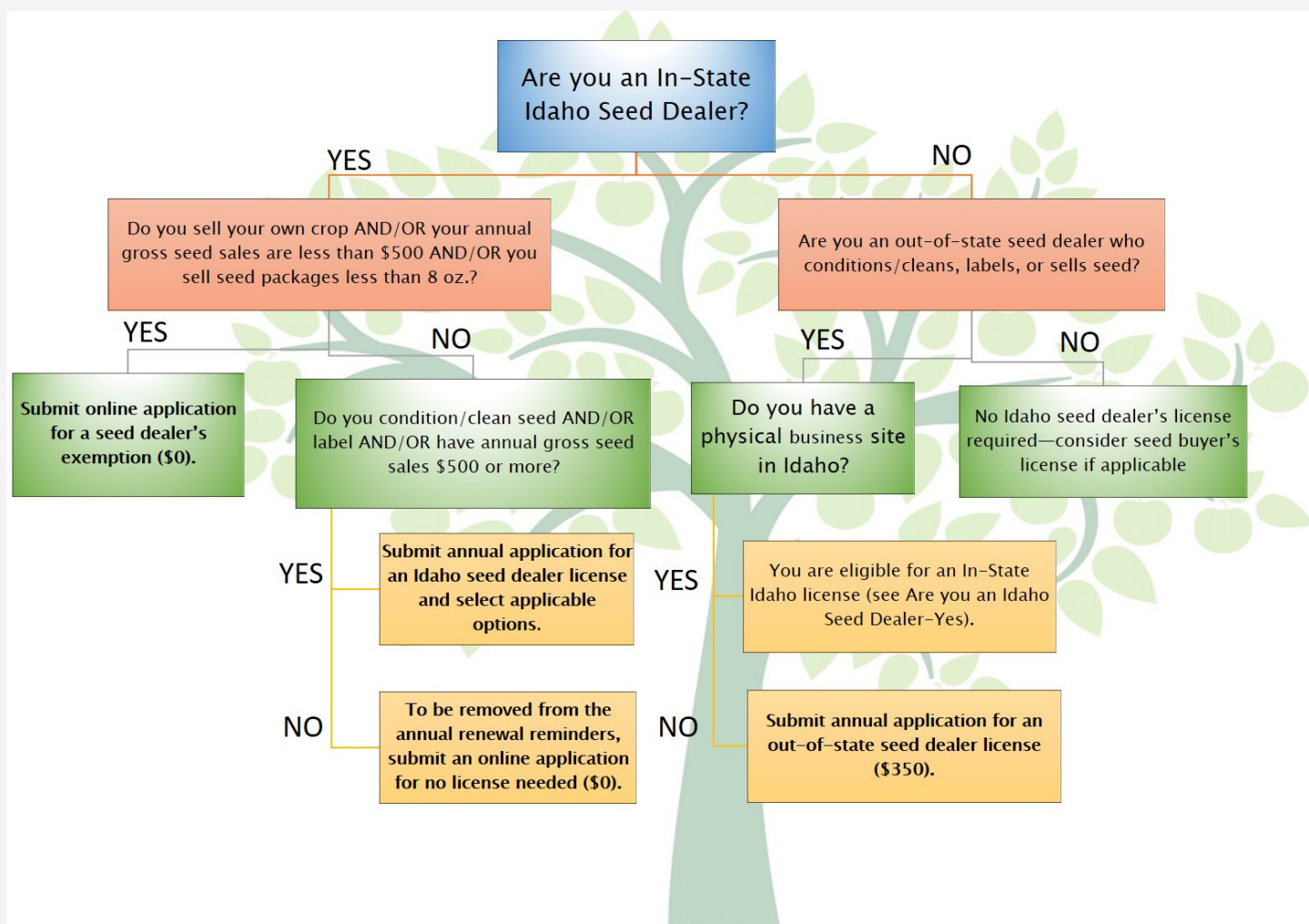
EXEMPT FORM

PURE SEED LAW



# DECISION TREE

What license does my company need?



NEW APPLICANT  
or RENEWAL

EXEMPT FORM

PURE SEED LAW

## LICENSE TYPES

\$100: Conditioner or Cleaner  
\$50: Labeler  
\$100: Annual sales >\$1,000  
\$50: Annual sales \$500-\$999  
\$350: Out-of-state

## EXEMPTION CRITERIA

Sell own crop  
AND/OR  
Annual gross seed sales <\$500  
AND/OR  
Sell seed packages < 8 oz

## DEFINITIONS

Seed dealer: conditions/cleans, labels, and/or sells seed

Conditioner: drying, cleaning, scarifying or other operations impacting seed

Labeler: includes all labels with and pertaining to seed

# INFO NUGGETS

## Frequently Asked Questions



### Q1. What license do I need?

Your business type will dictate the type(s) of license needed:

- \$100 In-state conditioner and/or cleaner
- \$50 In-state labeler
- \$100 In state annual sales over \$1000
- \$50 In-state annual sales between \$500-\$999
- \$350 Out-of-state any or all of the above

### Q2. My company's headquarter is out-of-state, which license do we need?

You need an Out-of-State license if you do not have any physical business site(s) in Idaho or a In-State license if you do have any physical business site(s). Each location must be individually licensed.

### Q3. Do I need a Labeler's license?

Yes, if you label any agricultural, vegetable, ornamental plant seed for sale, distribution, or processing. Each place of business must be individually licensed.

### Q4. How do I update our company information?

Changes to an existing company (i.e., company name, contact info, etc.) should be included in the online renewal form. Changes not specific to your seed dealer's license (i.e., recipients for seed analysis test reports and/or invoice contacts) should be sent to [suchen.gee@isda.idaho.gov](mailto:suchen.gee@isda.idaho.gov).

### Q5. How do I pay online?

After submitting the online application or renewal form, request an online payment portal by emailing [suchen.gee@isda.idaho.gov](mailto:suchen.gee@isda.idaho.gov) and include your business name and contact information.

- Online Payment Charges:
- Credit Card: \$1 + 3% of Charges
- E-Check: \$2.50 flat fee

### Q6. Where should I mail my check?

Include a copy of the first page of your application or license number with your paper check.

- Mail to:  
Idaho Seed Lab  
PO Box 7249  
Boise, ID 83707

### Q7. Will I automatically receive the Idaho Seed Buyer's license once I apply for the dealer's license?

No. The purchase of your seed dealer's license allows you to apply for the buyer's license for no additional charge. This is not an automatic process. Apply using this link: [Seed Buyer Application](#) or contact [casey.thompson@isda.idaho.gov](mailto:casey.thompson@isda.idaho.gov).

LET US KNOW HOW WE ARE DOING

Email: [seedlab@isda.idaho.gov](mailto:seedlab@isda.idaho.gov)

Phone: 208-332-8630